

**North Central Kansas Libraries System
Executive Committee Meeting
January 31, 2013**

President Eric Benson called the January meeting of the Executive Committee of the North Central Kansas Libraries System to order at 10:03 a.m. in the NCKLS office.
Members present: Gail Daugherty, Janet Duncan, Mary White, Judith Cremer, Robin Ottoson, Janice Lyhane, Gwen Owens-Wilson, Wendy Moulton, and Susan Moyer.

Proxies sent: Gerald Meyers and Susan Davis.

NCKLS staff present: Linda Knupp, Director; Carol Barta, Assistant Director; Marcia Allen, Collection Development and Processing Manager; Jennifer Lund, Business Manager; Richard Miller, Technology Consultant; LaDonna Clark, Technology Trainer; and Dawn Krause, Youth Consultant.

President Benson asked for corrections or questions to the consent agenda. Barta reported that there was an error on the first line of the minutes; the word January should be changed to November. Gail Daugherty moved to accept the consent agenda as amended; Mary White seconded the motion. Motion carried unanimously.

Business Manager Lund presented the financial statements for December 2012 and January 2013.

**Period Ending 12-31-2012
Summary of Expenses**

General Account	87,795.65
Employee Benefit Account	12,736.16
NCKLS State Aid Account	0.00
Talking Books Grant	-
Member Library (Local Funds Account)	3,034.33

**Period Ending 1-29-2013
Summary of Expenses**

General Account (2012)	62,361.96
Employee Benefit Account	12,593.43
NCKLS State Aid Account	4,647.54
Member Library (Local Funds Account)	151.57

There was no tax income in December. We did receive more interest income than expected for 2012. A space allocation payment was made to MPL for rent. We did not spend very much for postage in 2012 due to carryover from previous years. The technology expense was a laptop for rotating books. Total expenditures were 94.2% of the budgeted amount.

Barta explained the method for member libraries to contribute funds for the e-book collection.

Robin Ottoson asked about the expense for the rotating book van. The new van was purchased in 2012.

Expenses in January are routine in nature, with the exception of the purchase of the new passenger van. Expenses for the van were taken from the insurance check and the capital expense line of the budget.

Daugherty made a motion to approve the financial statements and authorize payment of all outstanding bills. White seconded the motion. Motion carried.

Staff Updates

Director Knupp indicated that the regional systems' directors were working together to update the Kansas Library Handbook. It had not been updated since 1998. This project should take the better part of the year.

Barta updated the board on Kan-ed. The Advisory Council met and heard the report from the agency contracted by the Kansas Commerce Department to evaluate Kan-ed. They found Kan-ed to be under-resourced and will make recommendations to the House and Senate Utilities Committees to that effect. There are many new representatives in the legislature who will need to be informed of these needs. The \$800,000 for databases is in the governor's budget.

Allen reported that the catalog who had been on medical leave is back part time, and the technical services department is getting back up to speed.

Krause and Miller had no updates.

Clark has created a Windows 8 training workshop to help people negotiate the new interface. It is not easy to learn.

Lund reported that the auditor has been on site this week, and it has been going well. The new lead auditor has been named and will come with the current auditor to report on the audit findings.

Executive Board Member Comments

Robin Ottoson asked about the transition from the Kan-ed T-1 lines to other services went. Richard Miller reported that for the most part the transition went smoothly. No one was without Internet access for longer than an hour. The local telecommunications providers had to change equipment on two libraries, but most of the libraries had parallel connections that didn't need upgrades. Ottoson asked if the public was aware of the impact of the changes. Barta reported that the public was not affected, but that most of the upload speeds are significantly less than the T-1 lines. The libraries will now have to file the paperwork for e-rate. Burns is the only library that has a slower connection than the T-1.

Wendy Moulton reported that she will be leaving the Clay Center Carnegie Library to assume the director's position at the Abilene Public Library. Clay County will need to select a new representative.

Unfinished Business

Director Knupp the push-cards from the KLA Legislative Committee were included in the packet. Jennie Rose, the lobbyist for KLA, has been sending weekly updates on the legislative session on the Kanlib-L list. If you are not receiving these email, Richard can help you create an account.

"Preserve local authority" refers to the concealed county law. Let local agencies make their own decisions. There has also been discussion of the state capping not only the mill rate, but the dollar amount for municipalities. It would make the library budgets flat for years.

Suggestions for preserving funds for summer reading and the databases have been well received by the legislature.

New Business

The nominating committee, Gwen Owens-Wilson and Janice Lyhane, reported that the current officers agreed to serve again in 2013. Eric Benson will continue as president, Susan Moyer as vice-president and Mary White as treasurer. The nominating committee moved to accept the ballot of officers as presented. Motion carried.

President Benson challenged the Executive Committee to focus this year on determining how what we spend our money and our time on aligns with our system's goals. He asked what are we going to do to bring

ourselves forward. He also urged us to talk more about goals and less about funding. We will do a short exercise at the next meeting to work on this.

Blue Rapids Library applied for a technology grant for a multi-function printer at a cost of \$641.93. NCKL would match half the amount. This printer allows printing from iPads and tablets wirelessly. Wendy Moulton moved to approve the grant, and Gwen Owens-Wilson seconded the motion. Motion carried.

Vice president Moyer suggested a continuing education class that focuses on library "overhead" costs and how to plan for and keep down the costs of these mundane parts of the budget. Janice Lyhane suggested a beginning class on advocacy.

Directors' meetings will take place on the Thursday following Executive Committee meetings. The directors set their own agendas, focusing on nitty-gritty issues in their libraries. They offer practical wisdom to each other from their personal experience.

President Benson adjourned the meeting at 11:05.

The next meeting of the NCKLS Executive Board will be March 28, 2013 at 10 a.m. in the NCKLS office.

Respectfully submitted,

Eric Benson, President

Carol Barta, Recording Secretary